

REQUEST FOR PROPOSAL

Mental Health Consultant

Plaza de la Raza Child Development Services, Inc. (Plaza) operates a Head Start and Early Head Start program that provides comprehensive integrated services to children from birth to 5 years of age.

Seeking Mental Health Consultant to support the mental health services offered to children and families. Services would be provided from **October 1, 2024 - June 30, 2025**.

Scope of Work/Services to be provided include:

Mental Health consultant(s) collaborate with Plaza's Mental Health Coordinator to implement a system of mental health practices that are:

- Child focus and family centered.
- Culturally responsive.
- Community based.
- Comprehensive, coordinated, and integrated.

Mental Health Services for Head Start Children and Families

The activities of the Mental Health Consultant(s) will include:

- Demonstrating methods to achieve mental wellness.
- Gathering information from the mental health coordinator regarding parents' observations and concerns for their children.
- Providing anticipatory guidance regarding children's development.
- Providing guidance to Marriage and Family Therapy (MFT) and Master of Social Work (MSW) trainees/interns from various institutions, in collaboration with the Mental Health Coordinator.
- When necessary and appropriate, refer families for comprehensive assessment services, which may include thorough developmental evaluations and complete mental health assessments of the family.

Collaborate directly with Head Start Mental Health and Disabilities staff

Mental Health consultant(s) will collaborate with the Mental Health Coordinator to design and implement program practices, which are responsive to behavioral and mental health concerns of each child and family. As part of this effort, the Mental Health Consultant(s) may provide group and individual education and training on identified mental health issues for staff.

Work with Multidisciplinary team

Mental Health Consultant(s) will work with the Mental Health/Disabilities Coordinator to provide assessments of children via classroom observations (approximately 10 hrs. per referral). Which may include:

- Observation, teacher interview, preliminary guidance.
- Interview with parent.
- Multidisciplinary meeting.
- Feedback to parent and teachers with strategies to handle challenging behaviors.
- Case follow-up if needed.

Ensure timely completion of activities and mental health required documents in compliance with Los Angeles County Office of Education (LACOE) and Plaza's Mental Health policies and procedures.

Ongoing services will be provided by qualified and experienced staff that will:

- Provide the Mental Health staff with reviews and log-on services.
- Observe/screen and review files as necessary for children who have been referred.

The Mental Health Consultant(s) will submit a professional invoice that will summarize the work done by date, description of services, number of hours and the amount by the end of the end of each month.

Requirements

- Registered Licensed Clinical Social Worker (LCSW) or Licensed Marriage Family Therapist (LMFT) by the California Board of Behavioral Services.
- Documentation of clearance from the State, FBI, and Child Abuse Central Index.
- Documentation of a TB Clearance, TDAP and MMR (Measles, Mumps and Rubella) Immunization.
- Verification of Liability Insurance.

Interested Candidates Must Provide Bids with the Following Documentation:

- Letter of interest and resume.
- Statement of hourly rate expectation.
- Copy of Board of Behavioral Services (BBS) Licensure.
- Availability and limitations if any.

Please submit your Bid/Proposal via email to:

Attention: Jennifer Sims, Executive Assistant at jsims@pdlr.org

Deadline: September 23, 2024, by 5:00PM